

Central Intelligence Agency



Washington D.C. 20505

DD/A Registry
94-2881/

14 SEP 1984

The Honorable James C. Sanders
 Administrator
 U.S. Small Business Administration
 Washington, D.C. 20416

Dear Mr. Sanders:

This is in response to your letter of August 31, 1984, to the Director extending an invitation to the VIP Preview of the National Minority Procurement Fair on 1 October 1984. Unfortunately, Mr. Casey cannot personally attend this affair, however, he has directed appropriate CIA procurement and requirements officials to visit the Fair during its running and to take advantage of all that it offers.

This Agency is in full accord with the goals and objectives of such an event and will continue to stress the importance of contracting with small and minority businesses. Best wishes for a successful fair.

Sincerely,

STAT

Harry E. Fitzwater
 Deputy Director
 for
 Administration

OL/PMS/

11SEP84)

STAT

Distribution:

Orig - Addressee

- ER

2 - DDA

1 - OL Reader

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OL 5126-84

DCI
 EXEC
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P.30b

ROUTING AND TRANSMITTAL SLIP

Date

9/6

TO: (Name, office symbol, room number, building, Agency/Post)		Initials	Date
1. C/PROCUREMENT MANAGEMENT STAFF/OL			
2.			
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4.			
5.			
Action	File	Note and Return	
Approval	For Clearance	Per Conversation	
As Requested	For Correction	Prepare Reply	
Circulate	For Your Information	See Me	
Comment	Investigate	Signature	
Coordination	Justify		

REMARKS

#1 - FOR ACTION

PLS PREPARE A RECOMMENDATION TO THE DCI FOR
THE DDA'S SIGNATURE

SUSPENSE: 11 SEPTEMBER 1984

Changed to 13 Sept/ASAP.

cc: D/LOGISTICS
D/PERSONNEL

D of approvals, concurrences, disposals, and similar actions	
100-1000	Room No.—Bldg.
100-1000	Phone No.
100-1000	

OPTIONAL FORM 41 (Rev. 7-76)
Prescribed by GSA
FPMR (41 CFR) 101-11.206

GPO: 1988 O - 181-329 (262)

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EXECUTIVE SECRETARIAT
ROUTING SLIP

TO:

		ACTION	INFO	DATE	INITIAL
1	DCI				
2	DDCL				
3	EXDIR				
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5	DDI				
6	DDA				
7	DDO				
8	DDS&T				
9	Chm/NIC				
10	GC				
11	IG				
12	Compt				
13	D/Pers				
14	D/OLL				
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19					
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21					STAT
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	SUSPENSE				

13 SEPT 1984
Data

Remarks

For recommendation to DCI please

✓ Executive Secretary

9/5/84

Date

3637 (10-81)

U.S. SMALL BUSINESS ADMINISTRATION
WASHINGTON, D.C. 20416

Executive Registry
84-6109

August 31, 1984

The Honorable William J. Casey
Director
Central Intelligence Agency
Washington, DC 20505

Dear Director Casey:

You are cordially invited to attend the VIP Preview of the National Minority Procurement Fair which will be followed by the Opening Ceremony and Ribbon Cutting.

The Preview will be held on Monday, October 1, from 10:00 a.m. to 12:00 p.m. when the Opening Ceremony and Ribbon Cutting will take place.

The National Minority Procurement Fair features exhibits of the products of over 200 minority-owned firms in the manufacturing and high tech fields.

The fair is being held at the Washington Hilton, 1919 Connecticut Avenue, N.W. Washington, D.C. After the Opening Ceremony, the Fair will run through October 3rd.

Yours Truly,

James C. Sanders
Administrator

R.S.V.P.
Catherine Killian
(215) 596-5967
FTS: 596-5967



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